



Job Announcement

<http://www.mdcourts.gov>

Opening Date:	April 2, 2015	Closing Date:	Open Until Filled
Job Title:	Systems Analyst I, II, III	Position Type:	Regular Full Time
PIN:	050681	FLSA Status:	Exempt
Location:	Administrative Office of the Courts- Judicial Information Systems Annapolis, Maryland	Grade/Entry Salary Range:	T11 \$57,436 - \$68,871 T12 \$61,282 - \$73,519 T13 \$65,108 - \$78,139
		Financial Disclosure:	Yes

Essential Functions: The Systems Analyst analyzes, designs, developments, implements and maintains Information Technology on multiple platforms in support of the Maryland Judiciary application systems. Gathers and analyzes user requirements. Prepares preliminary Level of effort as needed. Prepares detailed user and technical specifications from which programs will be written for various integrated Judicial Applications Systems. Develops system test plans, creates test data, performs quality assurance of new programs, modifications and enhancements, per written specs, for both Legacy and new Court Management Systems. Provides user support for both Legacy and Technological Advancements of Judicial Application Programs. Performs analysis of complex problems and enhancements, develops and coordinates solutions to meet the customer needs. Assists programmers, managers, trainers and other analyst in the interpretation of program specifications, program design and problem solving. Assists with data conversion, data mapping and data cleansing activities as related to the new Court Management Systems. The difference between the System Analyst Levels I, II and III is experience requirements and the level of supervision that will be required to perform all tasks.

Education: Some college or AA degree from an accredited college or university.

Experience: Level I-Five years of work experience designing, developing, testing, implementing and maintaining application systems software.
Level II- Six years of work experience designing, developing, testing, implementing and maintaining application systems software.
Level III- Seven years of work experience designing, developing, testing, implementing and maintaining application systems software.

Note: Additional work experience in programming and analysis may be substituted for the required education.

Skills/Abilities: Knowledge of the principles and practices of information systems analysis, requirements, design, programming, operations and maintenance. Knowledge of computer and communication systems software design characteristics and capabilities. Knowledge of 4th generation or other generally accepted computer programming languages. Business logic knowledge, including the functions and capabilities of multipurpose, multi-tasking computer systems. Knowledge of database architecture design and conversion, both hierarchical and relational. Ability to learn, understand and adapt to changing complex information technology principles, theories and solutions. Ability to communicate effectively, both orally and in writing. Ability to establish and maintain effective working relationships with peers, users, software vendors and consultants. Ability to work independently and or in a team environment. Ability to prioritize tasks and assignments. Ability to establish and meet deadlines. Desire for knowledge growth of business and functional requirements. Ability to work and communicate with business users. Ability to perform all essential functions of the position.

All applicants must complete a Maryland Judiciary Employment Application to be considered for this position (unsigned applications will not be accepted).

The candidate selected for this position will be subject to a background check. Materials must be received in the Human Resources department at the address below. The Human Resources Department does not accept faxes will not be responsible for applications/resumes sent to any other address.

**Maryland Judiciary
Human Resources Department
580 Taylor Ave., Bldg. A-1
Annapolis, MD 21401
Email: jobs@mdcourts.gov (Zip files not accepted)**

The Maryland Judiciary is a drug free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin or disability. Applicants who need accommodation for an interview should request this in advance. Employees must be United States citizens or eligible to work in the United States.